

**MINUTES
COLINGTON HARBOUR ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
JANUARY 18, 2011**

Roll Call & Verification of Quorum: Don Brady, John Collins, Marion Carroll, Dennis Linkous, Melissa McAllister, and Ken Pagurek were in attendance. Present on behalf of Cape Management were Deke Bolte and Niels Moore.

Proceeding:

Meeting called to order in the Clubhouse at 7:01 PM by Chairman Carroll. A moment of silence was observed.

The meeting agenda was reviewed. The agenda was corrected to reflect 2011, and Mr. Pagurek motioned to accept the amended agenda, and Mr. Collins seconded. The motion carried unanimously.

The minutes of the November 16, 2010 Board Meeting were read silently. Ms. McAllister motioned to approve the minutes as written, and Mr. Collins seconded. The motion carried unanimously with Mr. Pagurek abstaining.

ACC Report: Bob Hopkins stated that the ACC has received 33 applications since the last Board meeting. Also, the Committee is actively seeking another member. Staff will post a solicitation for the position on the Association website and upcoming newsletter.

Crime Watch Report: Jerry Raveling was absent, and no report provided.

Comments from the floor: Mr. Carroll opened the floor to comments. Jim Soles offered he and his staff's *pro bono* services to sponsor and facilitate an Easter egg hunt on April 23, 2011 between 11 AM to 4 PM in the Soundside park, and requested the Board to approve this as an Association event. Following discussion, Mr. Pagurek motioned to accept Mr. Soles' proposal, and Mr. Collins seconded. The motion carried unanimously. With no other public comments made, Mr. Carroll closed the floor.

At-Large Board Members Reports / Comments: Ms. McAllister requested that the next newsletter issue include an article about speeding and the intent of the Board to potentially utilize speed detection devices within the Harbour, as previously directed by the Board. Staff will post an article on the Association website and upcoming newsletter.

Manager's Report: Mr. Bolte highlighted his Property Supervisor's report in the meeting package. Ongoing and completed projects included the construction of dog waste stations in the marina and "dog beach", completion and inspection of the jetty project, completion of the Clubhouse bathroom wall work and toilet installation, refurbishment of the guard gatehouse, installation of a recycling trailer at the Harbour entrance, and evaluation of the structural integrity of the Soundside park tot lot and other structures.

Old Business:

- A. CAMA Major Permit Status.** Mr. Bolte updated the Board on the status of the Association's permit application. A preliminary meeting is scheduled for February 1st, and Board members are encouraged – but not required – to attend. George Wood, who is advising the Board on this matter, has relayed that it should take an estimated additional 75-120 days following the meeting before a permit may be issued, if all goes well.
- B. Beach Groin Repair / Replacement.** Scott Small provided the Board with a memo outlining his company's recommendations related to the Soundside beach groins accompanied by ballpark budget figures. The Board and Mr. Small discussed the applicability of a repair permit, considering the current condition of the entire groins complex. The Board will consult with George Wood to determine his recommended course of action.
- C. Paving / Basketball Court Resurfacing.** Eric Morrison was absent, so Mr. Bolte reported that a third bid has been received for the paving project, and that Staff is planning for a start date on or about April 1st 2011 dependent upon a number of factors including the seasonal re-opening of asphalt plants.
- D. Bar Code Scanner.** Mr. Bolte relayed that staff is now prepared to order equipment, and is planning a March 1 target date for installation.

- E. Covenants Revision.** Mr. Pagurek indicated that the Covenants Committee is scheduled to reconvene in March to address revisions.
- F. Financial Audit / Review.** Mr. Collins reviewed documents circulated to the Board detailing the financial condition of the Association. Ms. McAllister questioned the status of certain line items, and whether the Association was on track for its projected budget. Following discussion, the Board agreed to address legal issues including foreclosures during executive session.

New Business:

- A. Reserve Study Asset List.** Mr. Bolte relayed to the Board that creation of the list remains in progress.
- B. Park Committee Update.** Mr. Bolte stated that he, Mr. Carroll, Mr. Linkous and a structural engineer have completed an inspection of the equipment within the Soundside park, and that the engineer was preparing his written findings and recommendations to the Board. As a result of the inspection process, the large swing set was removed until safety considerations can be adequately addressed and resolved.
- C. Bus Stop Shelter Committee.** Mr. Bolte indicated that a Committee should be formed shortly to facilitate the construction of five additional shelters within the Harbour. No additional permitting is necessary to advance this project.
- D. Boat Launch Fee Enforcement.** Ms. McAllister voiced her support for continued enforcement of boat launch fees collection by current staff on a part-time seasonal basis as in past years. Following discussion, Mr. Collins motioned that staff be directed to ensure such enforcement. Mr. Brady seconded, and the motion passed unanimously.
- E. Safe Boating Courses.** Ms. McAllister inquired about the Association's potential requirement of safe boating courses by harbor boaters. Following discussion, the Board agreed to have staff amend the current Association boat lease contract to recommend the completion of such coursework.

Comments from the floor: Mr. Carroll reopened the floor to comments. Based upon discussion about privately-maintained pilings within the Harbour, the Board directed staff to include a reminder of the requirement for reflectors mounted on such structures in the upcoming newsletter. After all owners had an opportunity to be heard, Mr. Carroll closed the floor.

Adjournment: There being no further business, the meeting was adjourned at 8:27 PM.